



City of San Marcos

Regular Meeting Historic Preservation Commission May 7, 2020, 5:45 PM

The Historic Preservation Commission may adjourn into executive session to consider any item on the agenda if a matter is raised that is appropriate for Executive Session discussion. An announcement will be made on the basis for the Executive Session discussion. The Historic Preservation Commission may also publicly discuss any item listed on this agenda for Executive Session.

Due to COVID-19, this will be a virtual meeting. For more information on how to observe the virtual meeting, please visit:

<https://sanmarcostx.gov/2861/Historic-Preservation-Commission-VideosA>

I. CALL TO ORDER

II. ROLL CALL

- III. 30 MINUTE CITIZEN COMMENT PERIOD:** *Persons wishing to comment during the citizen comment period must submit their written comments to planninginfo@sanmarcostx.gov no later than **1:00 p.m.** on the day of the meeting. Timely submitted comments will be read aloud during the citizen comment portion of the meeting. Comments shall have a time limit of three minutes each. Any threatening, defamatory or other similar comments prohibited by Chapter 2 of the San Marcos City Code will not be read.*

MINUTES

1. Consider approval, by motion, of the April 23, 2020 special meeting minutes.

PUBLIC HEARINGS

Interested persons may join and participate in any of the public hearing items (2-3) by:

- 1) *Sending written comments, to be read aloud*; or*
- 2) *Requesting a link to speak during the public hearing portion of the virtual meeting, including which item you wish to speak on*.*

Written comments or requests to join in a public hearing must be sent to planninginfo@sanmarcostx.gov no later than **1:00 p.m. on the day of the hearing. Comments shall have a time limit of three minutes each. Any threatening, defamatory or other similar comments prohibited by Chapter 2 of the San Marcos City Code will not be read. Any additional information regarding this virtual meeting may be found at the following link: <https://sanmarcostx.gov/2861/Historic-Preservation-Commission-VideosA>*

2. **HPC-20-13 (515 Scott Street)** Hold a public hearing and consider a request for a Certificate of Appropriateness by Irving Seligman to allow various exterior improvements, including but not limited to, the replacement of the existing front porch columns and installation of a wrought-iron ornamental fence on the property.
3. **HPC-20-14 (312 West MLK Drive)** Hold a public hearing and consider a request for a Certificate of Appropriateness by Paul Records to allow the addition of a sidewalk and overhang addition on the west side façade of the property.

IV. FUTURE AGENDA ITEMS

Board Members may provide requests for discussion items for a future agenda in accordance with the board's approved bylaws. *(No further discussion will be held related to topics proposed until they are posted on a future agenda in accordance with the Texas Open Meetings Act.)*

V. Question and Answer Session with Press and Public.

This is an opportunity for the Press and Public to ask questions related to items on this agenda.

VI. Adjournment

Notice of Assistance at the Public Meetings

The City of San Marcos is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days (48 hours) before the meeting date. Individuals who require auxiliary aids and services for this meeting should contact the City of San Marcos ADA Coordinator at 512-393-8000 (voice) or call Texas Relay Service (TRS) by dialing 7-1-1. Requests can also be faxed to 855-461-6674 or sent by e-mail to ADArequest@sanmarcostx.gov.

For more information on the Historic Preservation Commission, please contact Alison Brake, Historic Preservation Officer and Planner at 512.393.8232 or abrake@sanmarcostx.gov.



CITY OF SAN MARCOS

Meeting Minutes

Historic Preservation Commission

Thursday, April 23, 2020

5:45 PM

Virtual Meeting

Due to COVID-19, this was a virtual meeting. For more information on how to observe the virtual meeting, please visit:

<https://sanmarcostx.gov/2861/Historic-Preservation-Commission-VideosA>

I. Call To Order

With a quorum present the special meeting of the San Marcos Historic Preservation Commission was called to order at 5:45 p.m. on Thursday, March 5, 2020.

II. Roll Call

Present 6 – Commissioner Perkins, Commissioner Dake, Commissioner Holder, Commissioner Arlinghaus, Commissioner Kennedy, and Commissioner Meyer

Absent 0

III. 30 Minute Citizen Comment Period:

No one spoke. Chair Perkins closed the Citizen Comment Period.

MINUTES

1. Consider approval, by motion, of the March 5, 2020 regular meeting minutes.

A motion was made by Commissioner Arlinghaus, seconded by Commissioner Dake to approve the minutes as submitted. The motion carried by the following vote:

For: 6 – Commissioner Perkins, Commissioner Dake, Commissioner Holder, Commissioner Arlinghaus, Commissioner Kennedy, and Commissioner Meyer

Against: 0

PUBLIC HEARINGS

2. HPC-20-05 (1104 West Hopkins Street) Hold a public hearing and consider a request for a Certificate of Appropriateness by Laura Albert to allow the replacement of the wood picket fence along the Hopkins Street right-of-way.

Chair Perkins opened the public hearing.

Alison Brake gave a presentation outlining the request. She concluded the request met the criteria of the Historic District Design Guidelines and the Secretary of the Interior Standards and recommended approval of the request as submitted.

No one in favor or in opposition spoke. The applicant was available for questions. There were no further questions and Chair Perkins closed the public hearing.

A motion was made by Commissioner Arlinghaus, seconded by Commissioner Meyer to approve the request as it is consistent with the Historic District Design Guidelines [Sections C.3.2.4(F) and C.3.2.5(E)(6)], and meets the Secretary of the Interior's Standards for Rehabilitation [Standards 9 and 10].

The motion carried by the following vote:

For: 5 – Commissioner Perkins, Commissioner Holder, Commissioner Arlinghaus, Commissioner Meyer, and Commissioner Kennedy
Against: 0
Recused: 1 – Commissioner Dake (recused herself to avoid the appearance of impropriety as she owns property within the 400' notification buffer)

- 3. HPC-20-09 (617 West Hopkins Street) Hold a public hearing and consider a request for a Certificate of Appropriateness by Patrick LeGrevellec to allow the demolition and replacement of the existing detached, two-car garage located at the rear of the property.**

Chair Perkins opened the public hearing.

Alison Brake gave a presentation outlining the request. She concluded the request met the criteria of the Historic District Design Guidelines, the Secretary of the Interior Standards for Rehabilitation as well as the San Marcos Development Code and recommended approval of the request as submitted.

Chair Perkins read Jennifer Rogers in favor public comment into record. The applicant was available for questions. There were no further questions and Chair Perkins closed the public hearing.

A motion for the purposes of discussion was made by Commissioner Arlinghaus, seconded by Commissioner Meyer.

Discussion followed.

An amendment to the main motion that the siding of the new garage shall match the profile of the siding of the main structure or be comparable was made by Chair Perkins, seconded by Commissioner Arlinghaus.

The amendment carried by the following vote:

For: 6 – Commissioner Perkins, Commissioner Dake, Commissioner Holder, Commissioner Arlinghaus, Commissioner Kennedy, and Commissioner Meyer
Against: 0

An amendment that the design of the doors of the new garage shall match the existing garage doors or be comparable to the existing doors was made by Chair Perkins, seconded by Commissioner Dake.

The amendment carried by the following vote:

For: 6 – Commissioner Perkins, Commissioner Dake, Commissioner Holder, Commissioner Arlinghaus, Commissioner Kennedy, and Commissioner Meyer
Against: 0

An amendment that the roofing material of the new garage shall match the roofing material of the main structure was made by Chair Perkins, seconded by Commissioner Arlinghaus.

The amendment carried by the following vote:

For: 6 – Commissioner Perkins, Commissioner Dake, Commissioner Holder, Commissioner Arlinghaus, Commissioner Kennedy, and Commissioner Meyer
Against: 0

The main motion was made by Commissioner Arlinghaus, seconded by Commissioner Meyer to approve the request as it met the criteria of the San Marcos Development Code [Sections 4.5.2.1(l)(1)(e) and 4.5.2.1(l)(1)(g)] and is consistent with the Historic District Design Guidelines [Sections C.1.2.4(10), C.1.2.4(11), C.3.2.5(C), C.3.2.6(C)(13), C.3.4.5(A) and C.3.4.5(B)], and meets the Secretary of the Interior's Standards for Rehabilitation [Standard 9].

The main motion, with all three amendments, carried by the following vote:

For: 6 – Commissioner Perkins, Commissioner Dake, Commissioner Holder, Commissioner Arlinghaus, Commissioner Kennedy, and Commissioner Meyer
Against: 0

4. HPC-20-10 (227 North Mitchell Avenue) Hold a public hearing and consider a request for a Certificate of Appropriateness by Brian Bailey, on behalf of Eleanor B. Crook, to allow the installation of a rainwater collection system on the property.

Chair Perkins opened the public hearing.

Alison Brake gave a presentation outlining the request. She concluded the request met the criteria of the Secretary of the Interior Standards for Rehabilitation and Illustrated Guidelines of Sustainability on Site Features and Water Efficiency as well as the San Marcos Development Code and recommended approval of the request as submitted.

No one in favor or in opposition spoke. The applicant was available for questions. There were no further questions and Chair Perkins closed the public hearing.

A motion was made by Commissioner Holder, seconded by Commissioner Arlinghaus to approve the request as submitted as it met the criteria of the San Marcos Development Code [Sections 4.5.2.1(l)(1)(g)], is consistent with the Secretary of the Interior's Standards for Rehabilitation [Standard 10] and the Illustrated Guidelines of Sustainability on Site Features and Water Efficiency.

The motion carried by the following vote:

For: 6 – Commissioner Perkins, Commissioner Dake, Commissioner Holder, Commissioner Arlinghaus, Commissioner Kennedy, and Commissioner Meyer
Against: 0
Recused: 1 – Commissioner Dake (recused herself to avoid the appearance of impropriety as she owns property within the 400' notification buffer)

5. HPC-20-11 (1122 Belvin Street) Hold a public hearing and consider a request for a Certificate of Appropriateness by Dane Hebert to allow the replacement of the windows which can be seen from the right-of-way and allow replacement of a portion of the siding on the property.

Chair Perkins opened the public hearing.

Alison Brake gave a presentation outlining the request. She concluded the request to replace the windows did not meet the many of the criteria of the Historic District Design Guidelines as well as Standards 9 and 10 of the Secretary of the Interior Standards. Staff concluded that the request to replace the windows met some regulations in Section 4.5.2.1(l)(1) the San Marcos Development Code. She continued stating the request to replace the a portion of the siding was not consistent with the Historic District Design Guidelines but did meet the regulations of the Section 4.5.2.1(l)(1) of San Marcos Development Code and Standards Number 9 and Number 10 of the Secretary of the Interior's Standards.

Staff concluded the request could have a negative effect on the historic district and resources recommended approval of the request with the following conditions:

1. The windows that are visible to the right-of-way along the front and side façades be restored to their previous condition utilizing a window style more compatible with the original and shall incorporate the following items:
 - a. The windows shall have a single sash;
 - b. The panes of glass shall have no muntins or dividers;
 - c. The windows shall be installed so that the depth of the reveal matches the original window location rather than being installed flush with the façade of the home; and
 - d. Wooden window screens, having only two vertical sections of equal size to be approved by the Historic Preservation Officer, shall installed to help soften the look of the new windows.

The applicant gave a brief presentation and was available for questions. Chair Perkins read Christina and Jon Cordova's in favor public hearing comment into record. There were no further questions and Chair Perkins closed the public hearing.

A motion was made by Commissioner Perkins, seconded by Commissioner Arlinghaus to approve the request to replace the windows seen from the right-of-way with the staff recommendations.

The motion carried by the following vote:

For: 5 – Commissioner Perkins, Commissioner Holder, Commissioner Arlinghaus, Commissioner Kennedy, and Commissioner Meyer
Against: 0
Recused: 1 – Commissioner Dake (recused herself to avoid the appearance of impropriety as she owns property within the 400’notification buffer)

A motion was made by Commissioner Arlinghaus, seconded by Commissioner Kennedy to approve the request to replace a portion of the siding as submitted.

The motion carried by the following vote:

For: 5 – Commissioner Perkins, Commissioner Holder, Commissioner Arlinghaus, Commissioner Kennedy, and Commissioner Meyer
Against: 0
Recused: 1 – Commissioner Dake (recused herself to avoid the appearance of impropriety as she owns property within the 400’notification buffer)

Discussion between the applicant and the Commission ensued.

A motion was made by Commissioner Arlinghaus, seconded by Commissioner Kennedy to reconsider the replacement of the windows seen from the right-of-way.

The motion carried by the following vote:

For: 3 – Commissioner Arlinghaus, Commissioner Kennedy, and Commissioner Meyer
Against: 2 – Commissioner Perkins and Commissioner Holder
Recused: 1 – Commissioner Dake (recused herself to avoid the appearance of impropriety as she owns property within the 400’notification buffer)

A motion was made by Commissioner Arlinghaus, seconded by Commissioner Kennedy to postpone action on the replacement of the windows seen from the right-of-way to the June 4, 2020 regular meeting to allow the applicant to work with staff to find a solution.

The motion carried by the following vote:

For: 4 – Commissioner Perkins, Commissioner Arlinghaus, Commissioner Kennedy, and Commissioner Meyer
Against: 1 – Commissioner Holder
Recused: 1 – Commissioner Dake (recused herself to avoid the appearance of impropriety as she owns property within the 400’notification buffer)

6. **HPC-20-12 (810 West San Antonio Street) Hold a public hearing and consider a request for a Certificate of Appropriateness by David Taylor to allow the**

replacement of the existing corrugated metal roof with a standing seam metal roof for the property.

Vice Chair Dake opened the public hearing.

Alison Brake gave a presentation outlining the request. She concluded the request met the criteria of the Historic District Design Guidelines and the Secretary of the Interior Standards for Rehabilitation as well as the San Marcos Development Code and recommended approval of the request as submitted.

No one in favor or in opposition spoke. The applicant was available for questions. There were no further questions and Vice Chair Dake closed the public hearing.

A motion was made by Commissioner Arlinghaus, seconded by Commissioner Holder to approve the request as submitted as it met the criteria of the San Marcos Development Code [Sections 4.5.2.1(l)(1)(g) and 4.5.2.1(l)(1)(h)] and is consistent with the Historic District Design Guidelines (Sections C.3.3.6(C), C.3.3.6(E), and C.3.4.2(A), San Marcos Design Manual).

The motion carried by the following vote:

For: 5 – Commissioner Dake, Commissioner Holder, Commissioner Arlinghaus, Commissioner Kennedy, and Commissioner Meyer
Against: 0
Recused: 1 - Commissioner Perkins (recused himself avoid the appearance of impropriety as a person related to him in the first degree owns property within the 400' notification buffer)

7. 627 McKie Street Demolition Request (Permit #2020-31314). Hold a public hearing and consider the 90-day demolition delay period and discuss alternatives to demolition and methods for potential preservation of historic character of the property.

Chair Perkins opened the public hearing.

Alison Brake gave a presentation outlining the request and reviewed the criteria with approval

No one in favor or in opposition spoke. The applicant was not available for questions. There were no further questions and Chair Perkins closed the public hearing.

A motion was made by Commissioner Dake, seconded by Commissioner Arlinghaus that the building is historically significant and issuance of demolition permit #2020-31314 should be delayed for an additional 90 days to allow all potentially interested parties to take whatever steps deemed appropriate to accomplish the preservation of the building.

The motion carried by the following vote:

For: 6 – Commissioner Perkins, Commissioner Dake, Commissioner Holder, Commissioner Arlinghaus, Commissioner Kennedy, and

Commissioner Meyer

Against: 0

DISCUSSION ITEMS

8. Updates from staff on the following items:

- a. National Preservation Month workshop or open house**
- b. Downtown Design Guidelines and Architectural Standards**
- c. Local landmark initiative letter of interest**

Staff updated the Commission on the items and thanked the Commission for their input in the stakeholder meeting held last week with Winter & Company, the consultants for the Downtown Design Guidelines and Architectural Standards update. The Commission requested a virtual workshop in May as training for the Commission. Staff will bring back dates after contact the CLG Program with the THC to determine their availability.

FUTURE AGENDA ITEMS

Commissioners Perkins and Holder requested the following items on a future agenda:

1. Update from the Engineering Department regarding the Hopkins Street Improvements Project.
2. Demolition by Neglect – a discussion item.

Questions and Answer Session with Press and Public.

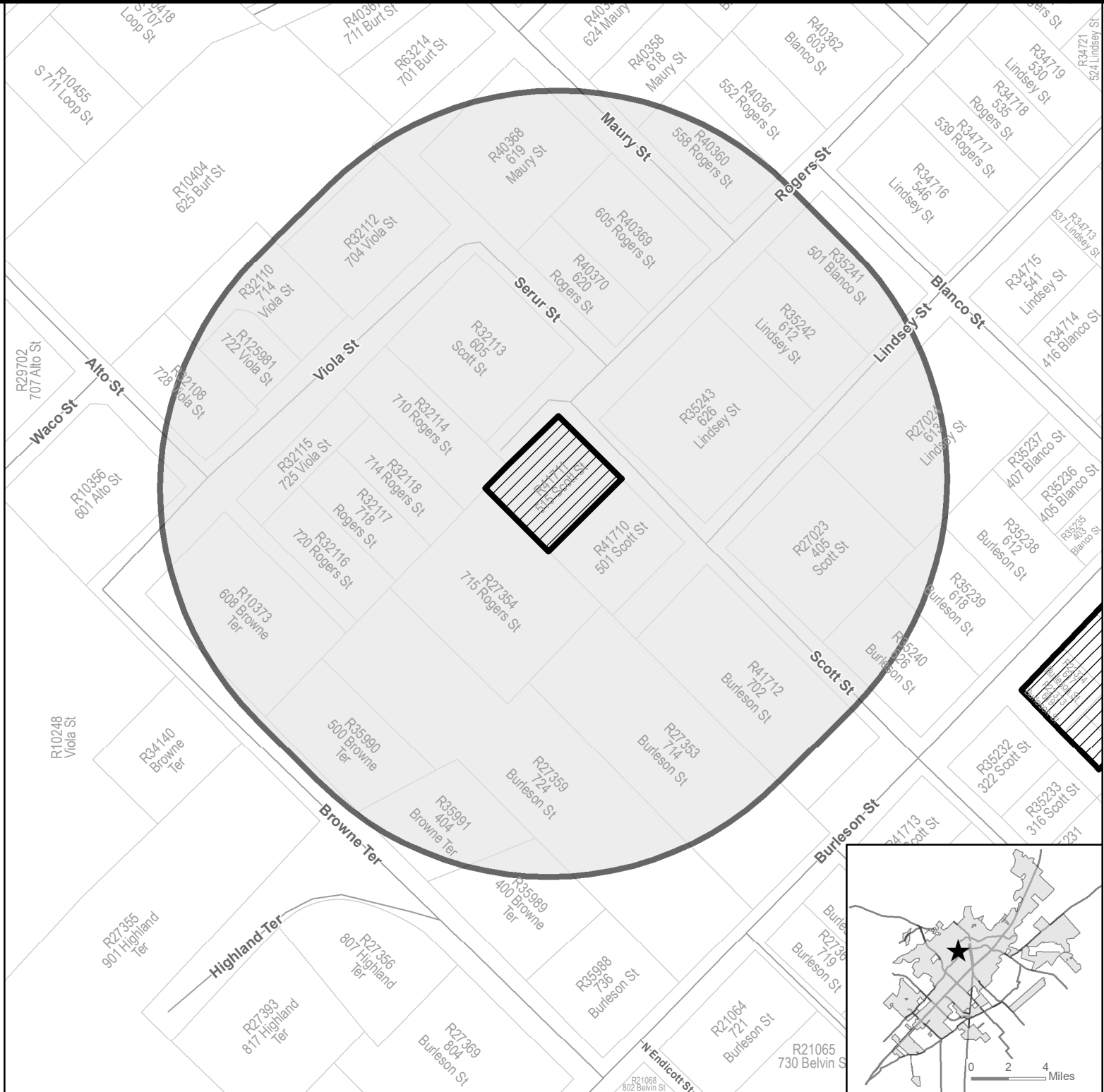
None.

**THERE BEING NO FURTHER BUSINESS, CHAIR PERKINS DECLARED THE MEETING
ADJOURNED AT 9:04 P.M.**

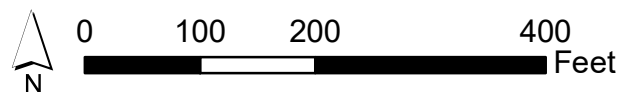
Ryan Patrick Perkins, Chair

ATTEST:

Alison Brake, Historic Preservation Officer and Planner



- ★ Site Location
- Subject Property
- 400' Buffer
- Parcel
- City Limit



This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

Map Date: 4/21/2020



Staff Report
Historic Preservation Commission
HPC-20-13

Prepared by: Alison Brake, CNU-A, Historic Preservation Officer and Planner

Date of Meeting: May 7, 2020

Applicant Information:

Applicant: Irving Seligman, III
515 Scott Street
San Marcos, TX 78666

Property Owner: Same

Public Hearing Notice:

Mailed: April 24, 2020

Response: None as of report date.

Subject Properties:

Location: 515 Scott Street
Historic District: Burleson Street
Description: Folk National
Date Constructed: c. 1910 (*My Historic SMTX*)
Priority Level: Medium (*My Historic SMTX*)
Listed on NRHP: No
RTHL: No

Applicant Request:

To allow various exterior improvements to the property including replacement of the front porch columns, installation of a metal gazebo in the side yard, installation of a wrought iron ornamental fence on the property, and installation of a wooden pergola in the side yard.

Staff Recommendation:

- ☒ *Approval* - appears to meet criteria for approval
- ☐ *Approval with conditions* – see comments below
- ☐ *Denial* - does not appear to meet criteria for approval
- ☐ Commission needs to address policy issues regarding this case.

Staff Comments:

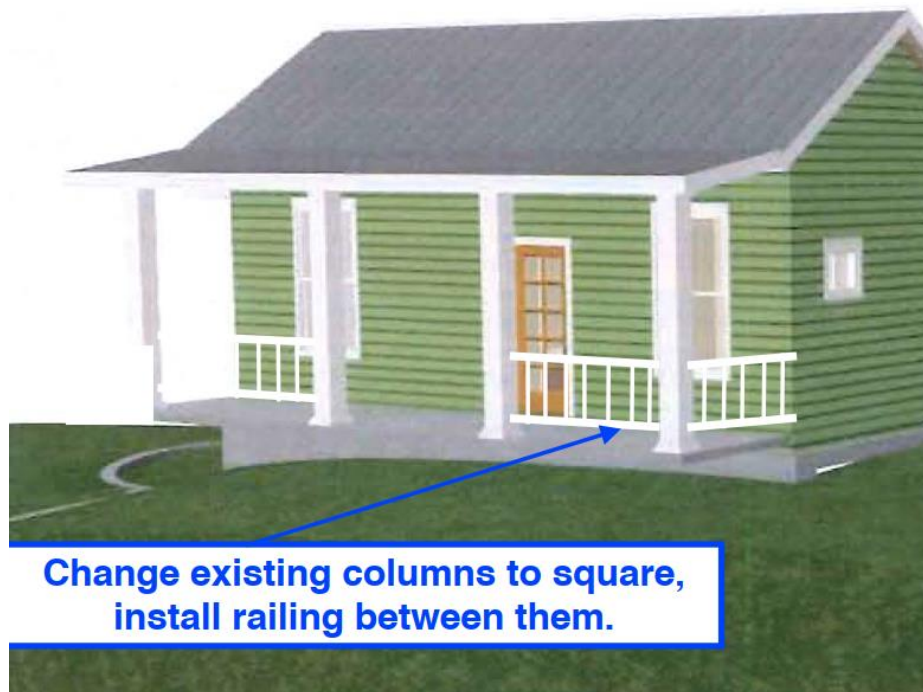
The subject property is located on Scott Street, at the intersection with Rogers Street ("EXHIBIT A"). The property was evaluated in *My Historic SMTX* with a medium preservation priority and is considered a contributing structure to the district ("EXHIBIT B"). Medium priority properties are those that could be contributing to an eligible National Register of Historic Places (NRHP) or local historic district. These resources may also have significant associations but are generally more common examples of types or styles or have experienced some alterations. To simplify the staff report, the items in the scope have been reviewed separately against the San Marcos Development Code, the Historic District Design Guidelines, and the Secretary of Interior Standards.

Photographs of the property from *My Historic SMTX* are shown below:



Porch Columns with Railing

During the July 2019 Commission meeting, the applicant stated that he would like to replace the wood, turned columns located on the front porch with wood, square columns. The intent in replacing the columns is to both be more period correct as well as to match the square columns that will be installed when the side porch is constructed; approved by the Commission at the July 2019 meeting. My Historic SMTX's database lists the "Porch Support" as "Wood posts (turned)" but does not give a date of construction for them. The applicant is also proposing to install a wood railing between the columns, as shown in the rendering below:



Staff reviewed *A Field Guide to American Houses* by Virginia Savage McAlester and the property appears to be a Hall-and-Parlor Family style of a Folk National home. From what staff can tell, this style of home had either type of porch column and finds that the installation of the square columns on the front porch will not harm the historic integrity of the property. Staff finds the request consistent with the Secretary of the Interior's Standards for Rehabilitation Standard Number 9 which states: *New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.*

Staff finds the request consistent with Section C.3.3.2(F)(2) of the Historic District Design Guidelines which recommends to make repairs that match the original design of the porch floors, columns, railings, brackets, steps and other character defining details. Staff also finds the request consistent with Sections C.3.4.5(A) and C.3.4.5(C) of the Historic District Design Guidelines. Wood was a primary building material in residential construction in San Marcos and wood details are found on all houses from all styles and period of construction, including porch columns and railings.

Staff finds the request consistent with Section 4.5.2.1(l)(1)(f) of the San Marcos Development Code which states that the relationship of entrances and porch projections to sidewalks of a

building shall be visually compatible to the other buildings to which it is visually related. The applicant will be retaining the porch entrance and only replacing the existing columns. Staff also finds the request meets Section 4.5.2.1(l)(1)(g). The applicant has chosen porch columns to match those of the approved columns for the side porch.

Perimeter Wall

The applicant recently reconstructed the perimeter wall located along Scott Street, continuing around Rogers Street. He did contact staff to discuss any work prior to commencing the work on the wall. Staff advised him that a Certificate of Appropriateness (COA) was not required for maintenance of the wall. A little more than maintenance was done to the wall and staff felt it best for the reconstruction of the wall to be included with this current COA case.

The *My Historic SMTX* database notes the stacked stone perimeter wall but does not include a date of construction with the note. Photos of the wall from *My Historic SMTX* (taken February 2019):

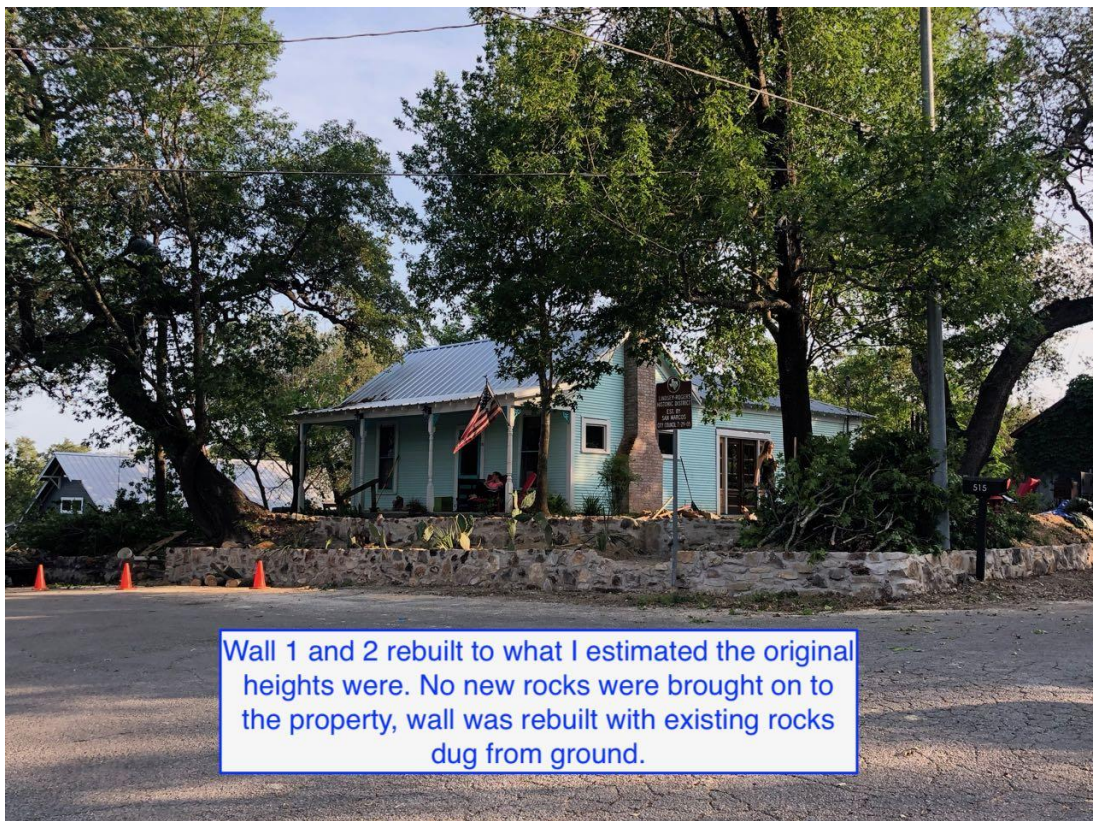




The photographs below were submitted by the applicant and show the progress of the work along with the final wall:









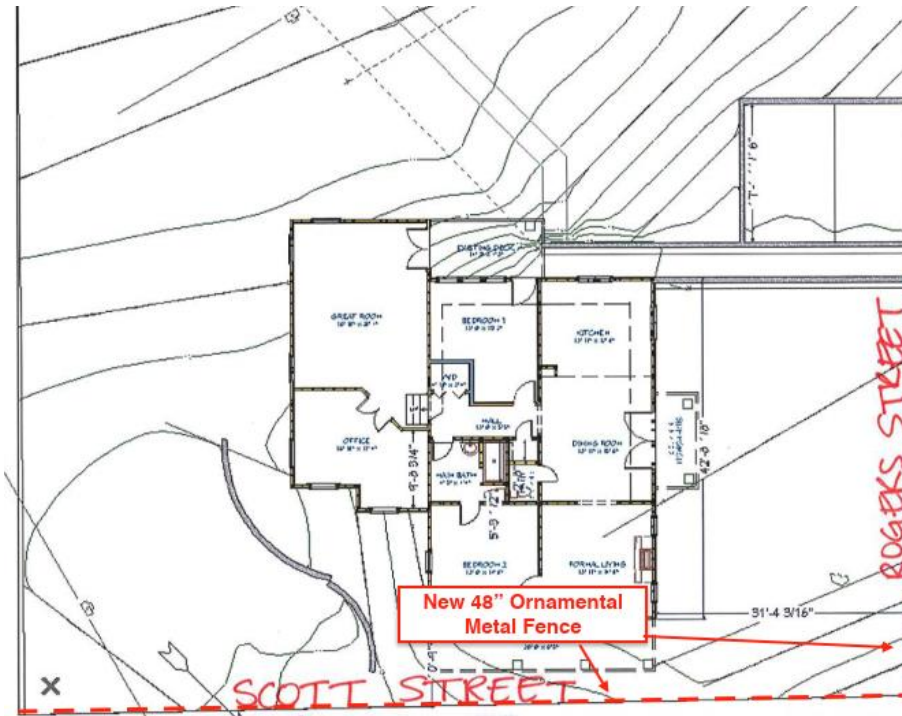
Section C.3.4.3(A) of the Historic District Design Guidelines state that stone is used most commonly in San Marcos as material for foundations and retaining walls. That Section goes on to state that field stone or rubble stone (stone not cut into a rectangular shape) was used in the construction of walls or curbs in front of houses, held together with a lime mortar, and also utilized in drainage beds. The recommendation in Section C.3.4.3(B)(5) of the Historic District Design Guidelines is to use stone as a site design material for walks, walls, and planter beds. Staff finds the request consistent with this.

Staff finds the request consistent with Section 4.5.2.1(l)(1)(g) of the San Marcos Development Code. The applicant has ensured that the existing materials, the stone located on site, was reused in the reconstruction of the wall. In addition, the stone will tie into the stone veneer of the approved detached garage. In addition, there are many similar stone perimeter walls not only in the Burleson District but in other adjacent historic districts. Staff finds the request consistent with Section 4.5.2.1(l)(1)(i) which states that appurtenances of a building including walls, fences, and building facades shall, if necessary, form cohesive walls of enclosure along a street, to ensure visual compatibility of the building to the other buildings to which it is visually related.

Installation of Wrought Iron Fence

In addition, the applicant is proposing to install an ornamental, wrought iron fence along the perimeter wall in order to enclose the front a side yard so their family can utilize the yards more.

The site plan below shows the location of the proposed fence, indicated by the red dashed line:



The San Marcos Development Code allows for fences to be placed along front property lines if the fence is no taller than four feet with openings no more than 50% of the fence area. For permitting, the fence will have to meet the height requirement of four feet found in Section 7.2.6.2(F)(G). In this case, the height measurement will include the existing stone perimeter wall.

The photographs below were submitted by the applicant showing examples of similar fence styles in the adjacent Lindsey-Rogers historic district:



602 Blanco



617 Blanco



Blanco & Burleson

The Historic District Design Guidelines discuss the rhythm of the street which adds to the visual continuity for a neighborhood. In addition to the rhythm of the neighborhood, they state that the front of each building, including the walls, porch alignment, and fences, aide in defining the wall of continuity. Staff finds the location of the proposed fence appears to meet the recommendation in

Section C.3.2.5(D) of not obscuring the house. Staff finds the enclosure of the front yard does not appear to disturb the wall of continuity established along the streetscape of Scott Street, consistent with Section C.3.2.4(F). The fence encloses the yard for the residents' use without becoming "wall-like" and out of character with surrounding properties. Staff finds the request for the new fence consistent with the Secretary of the Interior Standards for Rehabilitation Standard Number 10 which recommends installing new additions in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired. Staff finds that the fence is an appurtenant feature that can be removed in the future without impairing the integrity of the property.

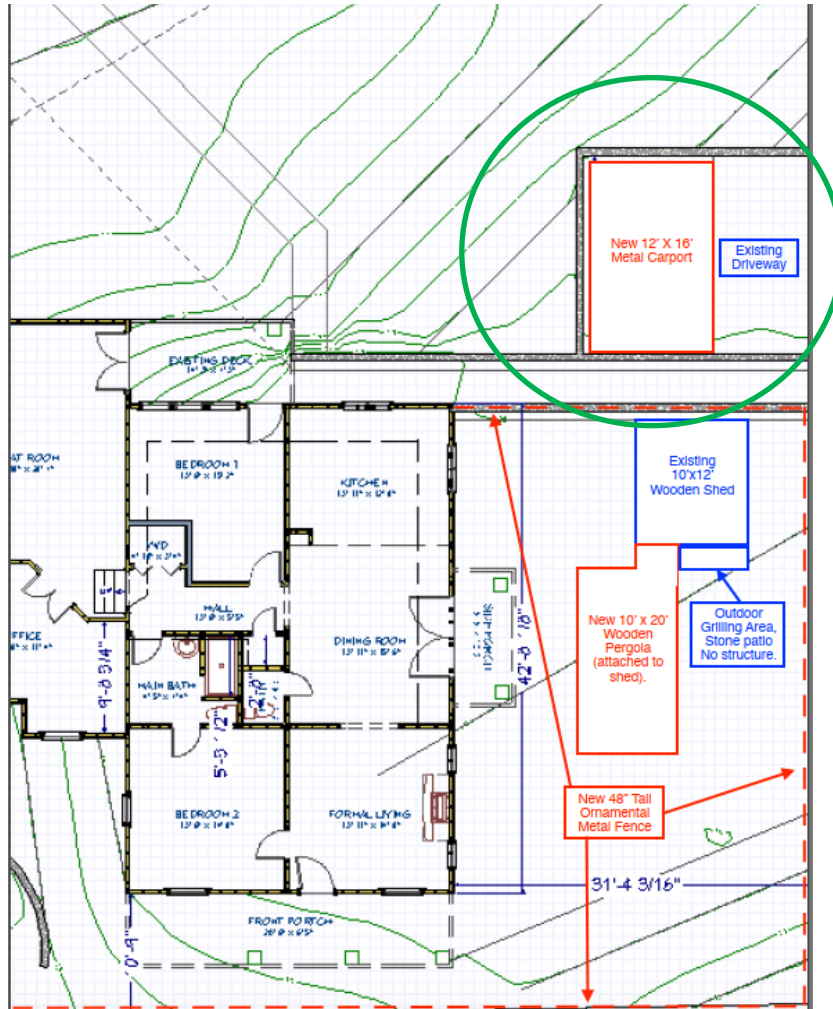
Installation of Metal Gazebo in Side Yard

The applicant is proposing to install a 12' x 16' metal gazebo, shown in the example below, located on the side of the property along Rogers Street; this is the property's only available off-street parking until the approved detached garage is built. The applicant would like for this to act as a carport for at least one of their automobiles. Prior to installation, the applicant is required to obtain a building permit showing the structure meets all development standards.



12x16 Gazebo

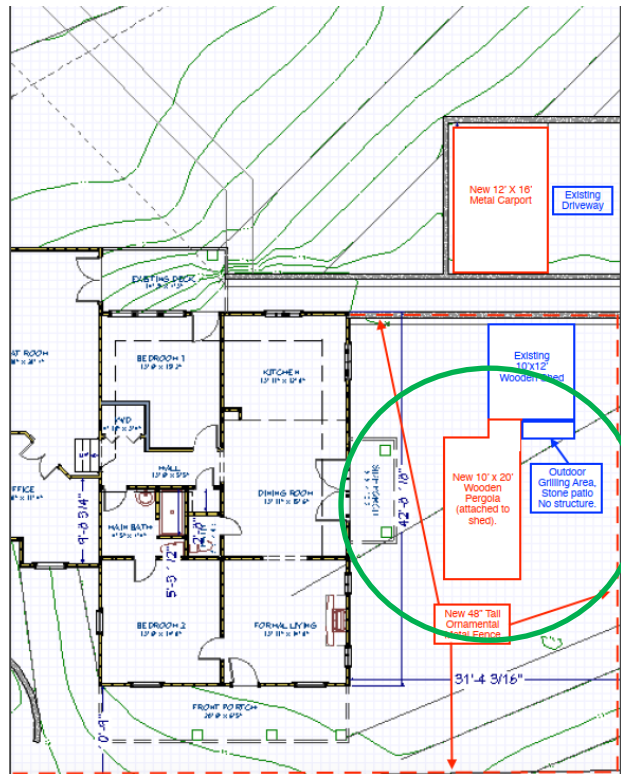
Site Plan



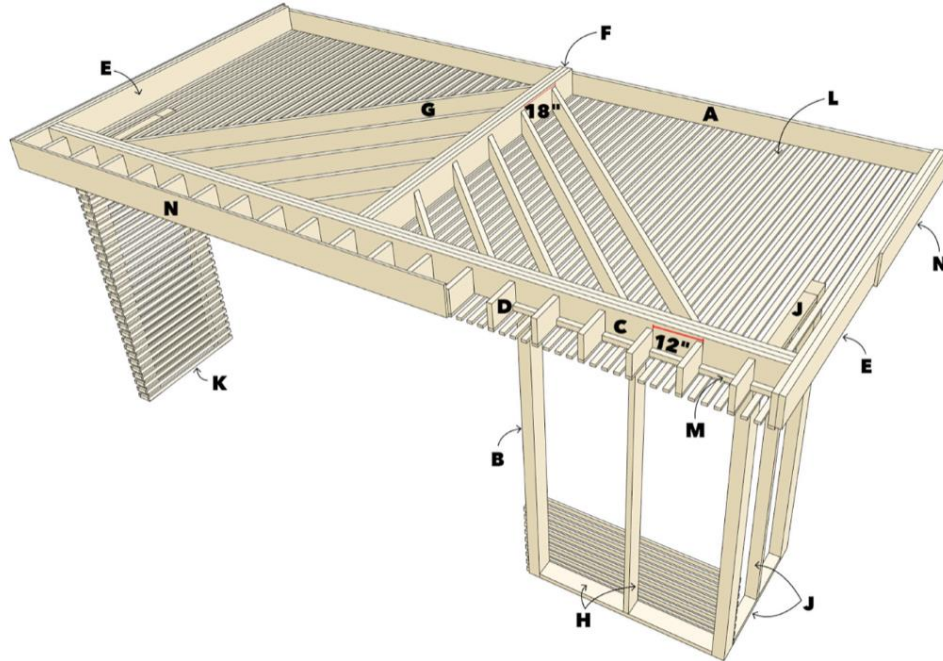
The Historic District Design Guidelines do not specifically address appurtenances such as carports. They do offer general guidance on new construction within the historic districts in Section C.1.2.4(5). This Section recommends constructing additions that do not overpower the original building as well as respecting the overall height of buildings in the immediate vicinity. Staff finds the request for the gazebo consistent with these recommendations. As noted in Section C.3.4.2, metal was utilized mainly as roofing material but also in appurtenance construction. Staff finds the request consistent with the Secretary of the Interior's Standards for Rehabilitation recommendation to design and construct new additions so that the character-defining features of the historic building, its site, and setting are not negatively impacted. The gazebo is free standing and should not impact the site or character of the building. In addition, Rogers Street is not a through street, it dead-ends past the subject property, and therefore is not traveled often by the general public and the side façade is a secondary façade. The addition will be minimally visible from the principal street frontage of Scott Street and should have no impact on the more dominant and character defining front façade. Staff also finds the request consistent with Standard Number 10 which states: "New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired." The gazebo can easily be dismantled without impairing the essential form and integrity of the property.

Installation of Pergola in Side Yard

The applicant is proposing to construct and install a 10' by 20' wood pergola in the side of the property. The applicant is proposing to attach the pergola to the existing shed in the side yard; shed is not mentioned in the *My Historic SMTX* database. The applicant would like for the pergola to act as a seating area for the outdoor grilling area. Prior to installation, the applicant is required to obtain a building permit showing the structure meets all development standards. The site plan and photograph of the shed below show the proposed location of the pergola:



A rendering of the pergola along with a photographic example were submitted by the applicant and are shown below:



Again, appurtenances such as this are not specifically addressed in the Historic District Design Guidelines. However, Section C.1.2.4 recommends constructing additions that do not overpower the original building as well as respecting the overall height of buildings in the immediate vicinity; the request is consistent with this. Staff finds the request consistent with the Secretary of the Interior's Standards for Rehabilitation recommendation to design and construct new additions so that the character-defining features of the historic building, its site, and setting are not negatively impacted. The pergola will be located in the rear yard and as it is free standing, the character of the building will not be negatively affected. Staff also finds the request consistent with Standard #10 which states: "*New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*" The pergola can easily be dismantled without impairing the essential form and integrity of the property.

Summary

Staff finds the request for the various exterior improvements consistent with the Historic District Design Guidelines [Section C.1.2.4(5), Section C.3.2.4(F), Section C.3.2.5(D) , Section C.3.3.2(F)(2), Section C.3.4.2, Section C.3.4.3(A), Section C.3.4.3(B)(5), Section C.3.4.5(A), Section C.3.4.5(C)], the San Marcos Development Code [Section 4.5.2.1(l)(1)(f), Section 4.5.2.1(l)(1)(g)] and the Secretary of the Interior Standards for Rehabilitation [Standards 9 and 10]. Staff finds that the request will not have a negative effect on the historical, architectural or cultural character of the historic district. Therefore, Staff recommends **approval of the request as submitted.**

EXHIBITS

- A. Aerial Map
- B. Page from Survey Inventory Table from *My Historic SMTX*
- C. Application
- D. San Marcos Development Code Sections 2.5.5.4 and 4.5.2.1(l)
- E. Secretary of the Interior Standards for Rehabilitation

HPC-20-13 Aerial View COA — 515 Scott St. (Exterior Improvements)

"EXHIBIT A"



Site Location



Subject Property



Parcel








City Limit



0 100 200 400 Feet

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. Imagery from 2017.

Map Date: 4/21/2020

Local Id# / Image	Address	Current Name/ Historic Name	Current Function/ Historic Function	Stylistic Influence/ Historical Context	Construction Date	Existing Designation	Eligibility	Priority
R41710	501 SCOTT ST 	Domestic N/A	Domestic		2013	<input type="checkbox"/> NR <input type="checkbox"/> RTHL <input type="checkbox"/> OTHM <input type="checkbox"/> HTC <input type="checkbox"/> SAL <input checked="" type="checkbox"/> Local <input type="checkbox"/> In District <input type="checkbox"/> Contributing	Individually: No In District?: Yes Non-contributing	Low (not historic)
Burleson Street Local Historic District								
R41711	515 SCOTT ST SAN MARCOS 	Domestic Domestic	Domestic	National Folk	ca. 1910	<input type="checkbox"/> NR <input type="checkbox"/> RTHL <input type="checkbox"/> OTHM <input type="checkbox"/> HTC <input type="checkbox"/> SAL <input checked="" type="checkbox"/> Local <input type="checkbox"/> In District <input checked="" type="checkbox"/> Contributing	Individually: No In District?: Yes Contributing	Medium
Burleson Street Local Historic District								
R32113a	605 SCOTT ST SAN MARCOS 	Domestic Domestic	Domestic	Minimal Traditional	ca. 1940	<input type="checkbox"/> NR <input type="checkbox"/> RTHL <input type="checkbox"/> OTHM <input type="checkbox"/> HTC <input type="checkbox"/> SAL <input checked="" type="checkbox"/> Local <input type="checkbox"/> In District <input checked="" type="checkbox"/> Contributing	Individually: No In District?: Yes Contributing	Medium
Lindsey-Rogers Local Historic District								
R24645	212 SHADY LN SAN MARCOS 	Domestic Domestic	Domestic	Minimal Traditional	ca. 1945	<input type="checkbox"/> NR <input type="checkbox"/> RTHL <input type="checkbox"/> OTHM <input type="checkbox"/> HTC <input type="checkbox"/> SAL <input checked="" type="checkbox"/> Local <input type="checkbox"/> In District <input checked="" type="checkbox"/> Contributing	Individually: No In District?: Yes Contributing	Medium
Dunbar Local Historic District								
R24654	213 SHADY LN SAN MARCOS 	Domestic Domestic	Domestic	Ranch Style	1950	<input type="checkbox"/> NR <input type="checkbox"/> RTHL <input type="checkbox"/> OTHM <input type="checkbox"/> HTC <input type="checkbox"/> SAL <input checked="" type="checkbox"/> Local <input type="checkbox"/> In District <input type="checkbox"/> Contributing	Individually: No In District?: Yes Non-contributing	Low
Dunbar Local Historic District								

"EXHIBIT B"

CERTIFICATE OF APPROPRIATENESS APPLICATION FORM

Updated: October, 2019



CONTACT INFORMATION

Applicant's Name		Property Owner	
Company		Company	
Applicant's Mailing Address		Owner's Mailing Address	
Applicant's Phone #		Owner's Phone #	
Applicant's Email		Owner's Email	

PROPERTY INFORMATION

Address of Proposed Work: _____

Historic District: _____ Tax ID #: R_____

Legal Description: Lot _____ Block _____ Subdivision _____

Historical Designation(s) of Property, if applicable: ☐ National ☐ Registered Texas Historic Landmark

DESCRIPTION OF PROPOSED WORK

Please use this space to summarize the proposed work (*Please be specific. Use additional pages if necessary.*)

AUTHORIZATION

I certify that the information on this application is complete and accurate. I understand the fees and the process for this application. I understand my responsibility, as the applicant, to be present at meetings regarding this request.

Filing Fee \$0

Technology Fee \$13

TOTAL COST \$13

Submittal of this digital Application shall constitute as acknowledgement and authorization to process this request.

APPLY ONLINE – WWW.MYGOVERNMENTONLINE.ORG/

AGREEMENT TO THE PLACEMENT OF NOTIFICATION SIGNS AND ACKNOWLEDGEMENT OF NOTIFICATION REQUIREMENTS

The City of San Marcos Development Code requires public notification in the form of notification signs on the subject property, published notice, and / or personal notice based on the type of application presented to the Planning Commission and / or City Council.

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I have read the above statements and agree to the required public notification, as required, based on the attached application. The City's Planning and Development Services Department staff has my permission to place signs, as required, on the property and I will notify City staff if the sign(s) is/are damaged, moved or removed. I understand the process of notification and public hearing and hereby submit the attached application for review by the City.

Signature: _____

Date: _____

Print Name: _____

Form Updated October, 2019

PROPERTY OWNER AUTHORIZATION

I, _____ (owner name) on behalf of
_____ (company, if applicable) acknowledge that I/we
am/are the rightful owner of the property located at
_____ (address).

I hereby authorize _____ (agent name) on behalf of
_____ (agent company) to file this application for
_____ (application type), and, if necessary, to work with
the Responsible Official / Department on my behalf throughout the process.

Signature of Owner: _____ Date: _____

Printed Name, Title: _____

Signature of Agent: _____ Date: _____

Printed Name, Title: _____

Form Updated October, 2019



CHECKLIST FOR CERTIFICATE OF APPROPRIATENESS APPLICATION

The following items are requested for consideration of this application. These and additional items may be required at the request of the Department		Comments
<input checked="" type="checkbox"/>	Pre-development meeting with staff is recommended • Please visit http://sanmarcostx.gov/1123/Pre-Development-Meetings to schedule	
<input type="checkbox"/>	Completed Application for Certificate of Appropriateness	
<input type="checkbox"/>	Detailed description of all proposed activities to be undertaken in the historic district or at the historic landmark	
<input type="checkbox"/>	Photograph(s) of the property and area of alteration	
<input type="checkbox"/>	Scaled drawing illustrating all proposed activities, including: <ul style="list-style-type: none"> Building Elevations showing the proposed change Exterior Building Material Description (consider providing a sample or photograph) Site Plan 	
<input type="checkbox"/>	Notification Authorization	
<input type="checkbox"/>	Authorization to represent the property owner, if the applicant is not the owner	
<input type="checkbox"/>	Applications for signs must include a City Sign Permit application & diagram of the sign with dimensions	
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**San Marcos Development Code Section 2.3.1.1(C): “Every application accepted by the responsible official for filing shall be subject to a determination of completeness...the responsible official is not required to review an application unless it is complete...”		

Section 2.5.5.4 Criteria for Approval

The following criteria shall be used to determine whether the application for a certificate of appropriateness shall be approved, conditionally approved or denied:

- (1) Consideration of the effect of the activity on historical, architectural or cultural character of the Historic District or Historic Landmark;
- (2) For Historic Districts, compliance with the Historic District regulations;
- (3) Whether the property owner would suffer extreme hardship, not including loss of profit, unless the certificate of appropriateness is issued;
- (4) The construction and repair standards and guidelines cited in Section 4.5.2.1

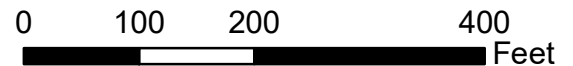
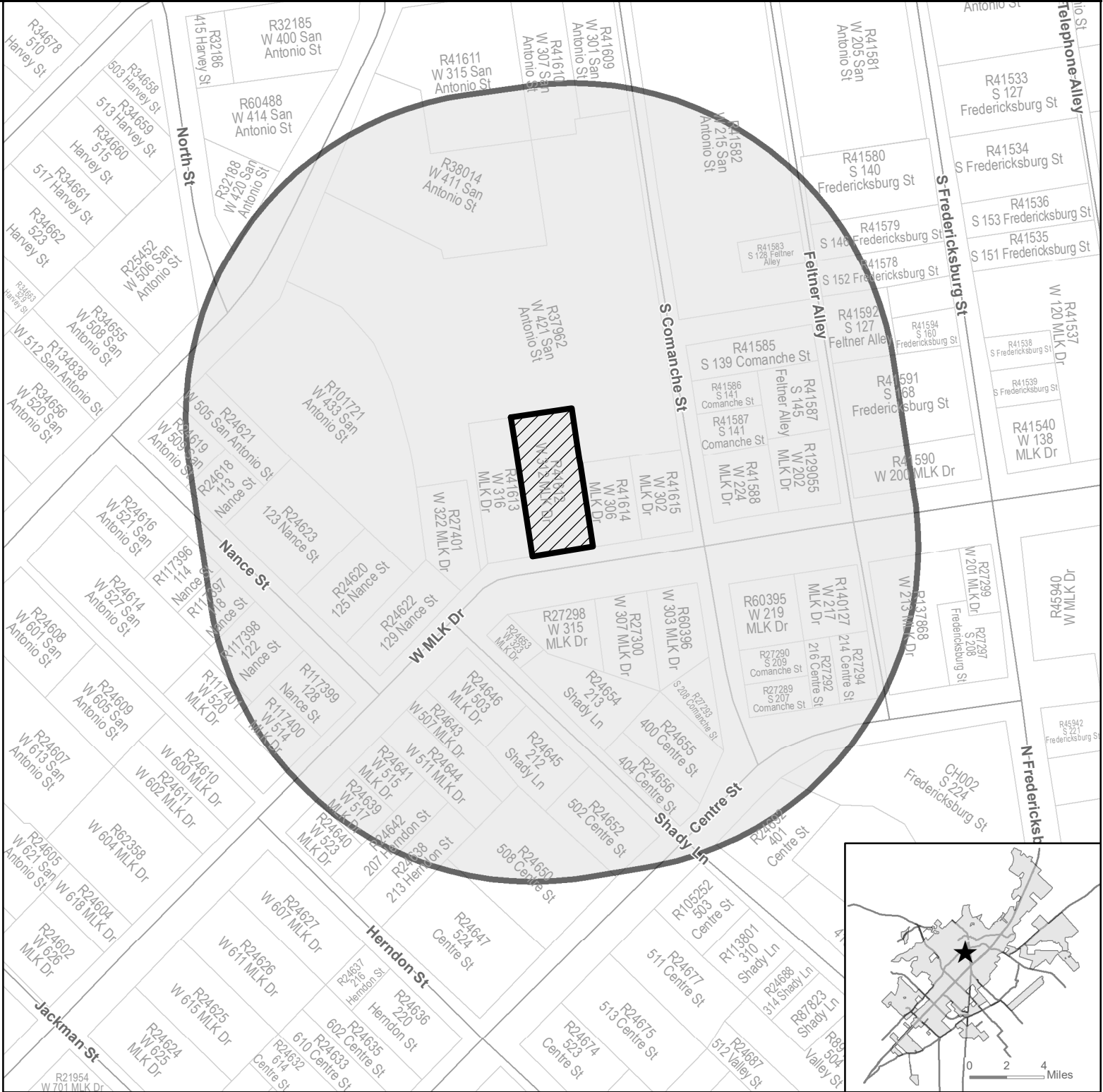
Section 4.5.2.1 Historic Districts**I. Construction and Repair Standards.**

- (1) New construction and existing buildings and structures and appurtenances thereof within local Historic Districts that are moved, reconstructed, materially altered or repaired shall be visually compatible with other buildings to which they are visually related generally in terms of the following factors; provided, however, these guidelines shall apply only to those exterior portions of buildings and sites visible from adjacent public streets:
 - a. **Height.** The height of a proposed building shall be visually compatible with adjacent buildings.
 - b. **Proportion of building's front facade.** The relationship of the width of a building to the height of the front elevation shall be visually compatible to the other buildings to which it is visually related.
 - c. **Proportion of openings within the facility.** The relationship of the width of the windows in a building shall be visually compatible with the other buildings to which it is visually related.
 - d. **Rhythm of solids to voids in front Facades.** The relationship of solids to voids in the front facade of a building shall be visually compatible with the other buildings to which it is visually related.
 - e. **Rhythm of spacing of Buildings on Streets.** The relationship of a building to the open space between it and adjoining buildings shall be visually compatible to the other buildings to which it is visually related.
 - f. **Rhythm of entrance and/or porch projection.** The relationship of entrances and porch projections to sidewalks of a building shall be visually compatible to the other buildings to which it is visually related.
 - g. **Relationship of materials, texture and color.** The relationship of the materials, and texture of the exterior of a building including its windows and doors, shall be visually compatible with the predominant materials used in the other buildings to which it is visually related.
 - h. **Roof shapes.** The roof shape of a building shall be visually compatible with the other buildings to which it is visually related.
 - i. **Walls of continuity.** Appurtenances of a building including walls, fences, and building facades shall, if necessary, form cohesive walls of enclosure along a street, to ensure visual compatibility of the building to the other buildings to which it is visually related.
 - j. **Scale of a building.** The size of a building, the mass of a building in relation to open spaces, the windows, door openings, porches and balconies shall be visually compatible with the other buildings to which it is visually related.
- (2) The Historic Preservation Commission may use as general guidelines, in addition to the specific guidelines contained this section, the Historic Design Guidelines located in Appendix C of the San Marcos Design Manual and the current Standards for Historic Preservation Projects issued by the United States Secretary of the Interior.

Standards for Rehabilitation

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

HPC-20-14
400' Notification Buffer
COA — 312 West MLK Dr. (Church Sidewalk & Overhang)



This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

Map Date: 4/21/2020



Staff Report
Historic Preservation Commission
HPC-20-14

Prepared by: Alison Brake, CNU-A, Historic Preservation Officer and Planner

Date of Meeting: May 7, 2020

Applicant Information:

Applicant: Paul Records, Pastor
Victory Chapel
P.O. Box 530
San Marcos, TX 78667

Property Owner: Teresa Ann Gulick-Cooper
312 West MLK, LLC
2706 Hunter Road
San Marcos, TX 78666

Public Hearing Notice:

Mailed: April 24, 2020

Response: None as of report date.

Subject Properties:

Location: 312 West MLK Drive
Historic District: Dunbar
Description: No Style (*My Historic SMTX* Survey Inventory Table)
Date Constructed: c. 1975 (*My Historic SMTX*)
Priority Level: Low
Listed on NRHP: No
RTHL: No

Applicant Request:

To allow the addition of a sidewalk and overhang along the west side façade of the building.

Staff Recommendation:

- ☒ *Approval* - appears to meet criteria for approval
- ☐ *Approval with conditions* – see comments below
- ☐ *Denial* - does not appear to meet criteria for approval
- ☐ Commission needs to address policy issues regarding this case.

Staff Comments:

The subject property is located on West MLK Drive, south of the intersection with South Comanche Street ("EXHIBIT A"). The property was evaluated in *My Historic SMTX* with a low preservation priority and is considered a contributing structures to the district ("EXHIBIT B"). Low priority properties are those resources that were recommended not eligible for listing in the National Register of Historic Places (NRHP) or as local landmarks and non-contributing to potential historic districts. *My Historic SMTX* explains that properties that clearly lacked integrity, were significantly altered or deteriorated, or lacked overall architectural or historical significance were given a low priority rating and no further recommendations were provided for these properties. The historic resources survey states that those that lack of integrity could be reevaluated as potentially contributing resources if inappropriate alterations were to be reversed.

At the time of the historic resources survey, the building was occupied by Austin Powerhouse Church. Victory Chapel is the newest tenant of the building. Photographs from *My Historic SMTX* are below:

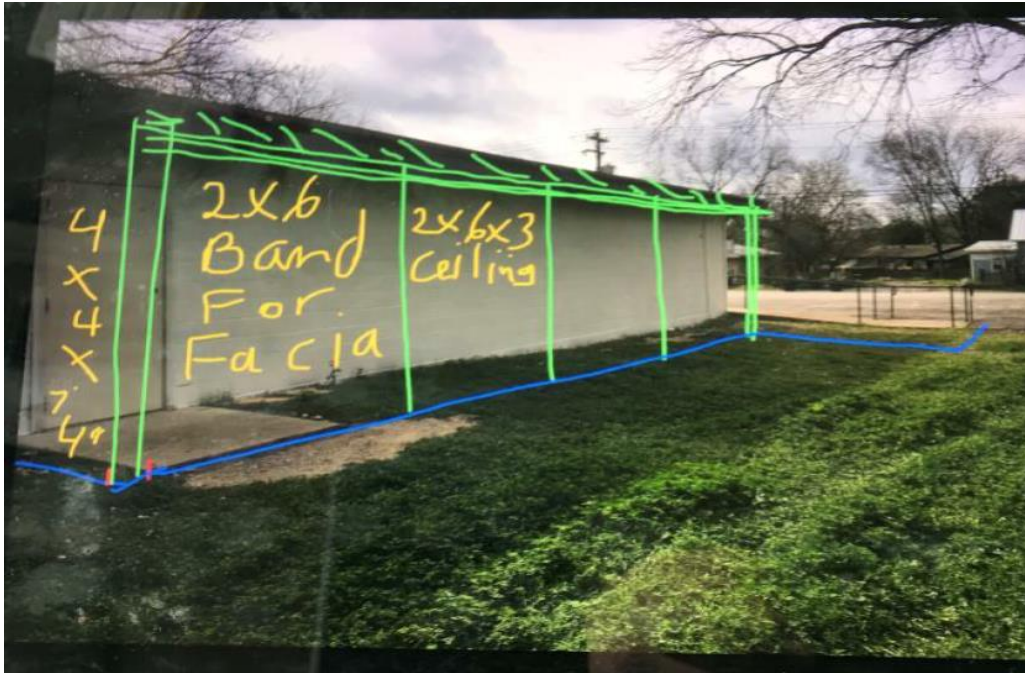


The applicant is proposing to install a sidewalk and extend the existing overhang over the new sidewalk on the west side façade of the building. The concrete sidewalk will extend six feet from the building and run the length of the building, front to back, to the existing door. The objective is to provide an additional entrance and exit into the main room that is ADA accessible and suitable for the elderly as well as those with small children. The extended overhang will protect the church's visitors and regular members from the weather.

The photos below show the existing door as well as the forms for the extended sidewalk submitted by the applicant:



The Scope of Work ("EXHIBIT C") states that wood posts will be utilized to hold up the metal overhang and included the following rough sketch from their contractor.



Also included in the Scope of Work were the following photos which were indicated as inspiration for their vision:



Covered Overhang Example 1



Covered Overhang Example 2



Covered Overhang Example 3

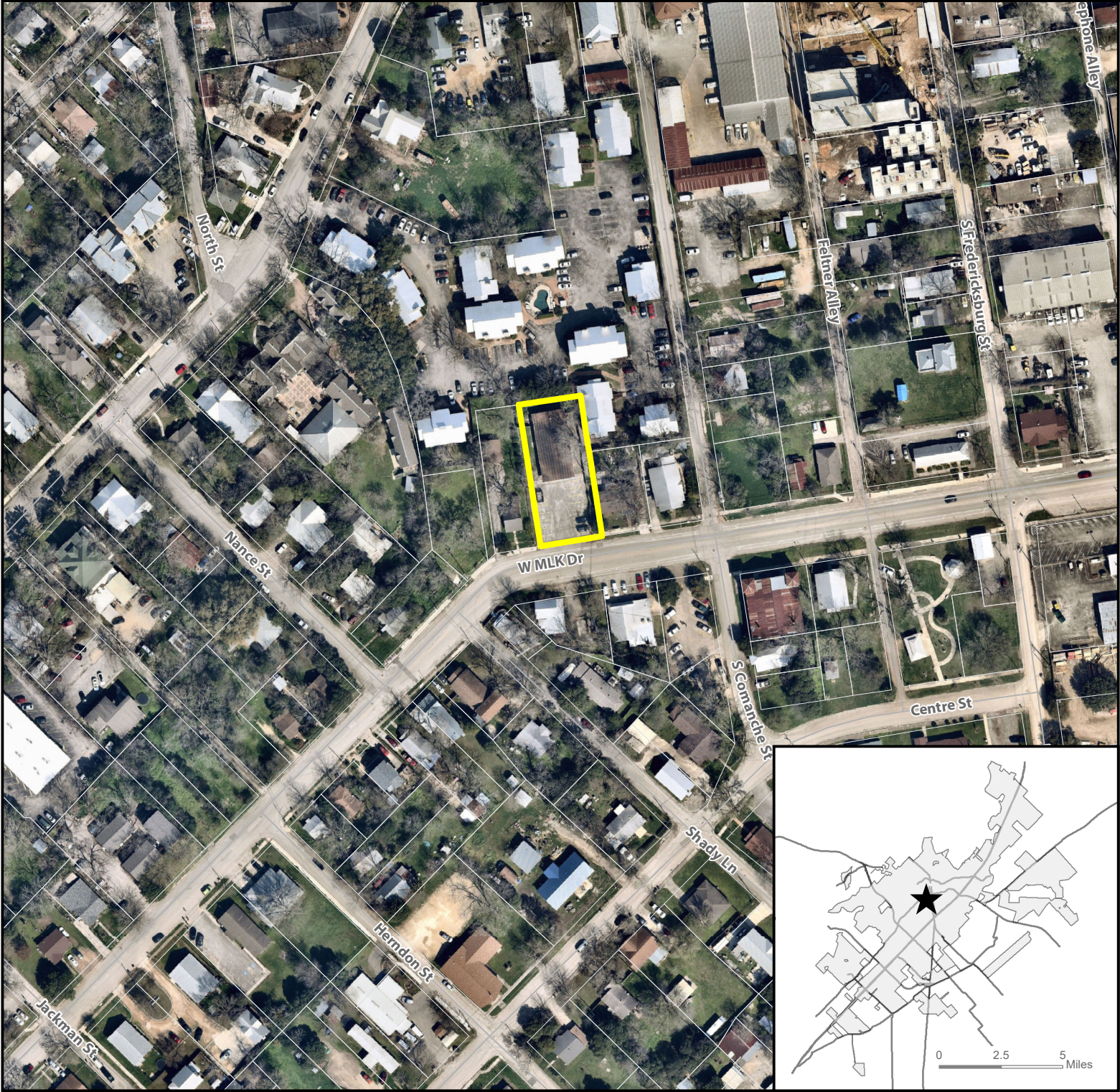
As opportunities arise, new construction will take place in historic districts. This should be encouraged in order to maintain a viable living community. However, new construction should follow characteristics, standards, and guidelines present in historic districts. Section C.3.2.6(A) of the Historic District Design Guidelines recognizes the fact that needs change as a population grows older and installation of a “no step entrance” can maintain or prolong independence and mobility. As the addition of the sidewalk and extended overhang is located along the west side façade, staff finds that it will be minimally visible from the principal street frontage of West MLK Drive. As such, staff finds the relationship of the addition to the open space between it and adjoining buildings is visually compatible to the other buildings to which it is visually related, consistent with Section 4.5.2.1(l)(1)(e) of the San Marcos Development Code. In addition, staff finds the request consistent the Secretary of the Interior’s Standards for Rehabilitation Standard Number 10: *New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form an integrity of the historic property and its environment would be unimpaired.*” The removal of either the overhang or the sidewalk in the future will not impair the site.

Staff finds the request for the addition of the sidewalk along with the extended overhang consistent with the Historic District Design Guidelines [Section C.3.2.6(A)], the San Marcos Development Code [Section 4.5.2.1(l)(1)(e)] and the Secretary of the Interior Standards [Standard Number 10] and finds that the request will not have a negative effect on the historical, architectural or cultural character of the historic district. Therefore, Staff recommends **approval of the request as submitted.**

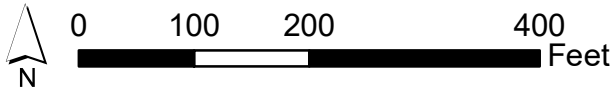
EXHIBITS

- A. Aerial Map
- B. Page from Survey Inventory Table from *My Historic SMTX*
- C. Scope of Work
- D. Application
- E. San Marcos Development Code Sections 2.5.5.4 and 4.5.2.1(l)
- F. Secretary of the Interior’s Standards for Rehabilitation

HPC-20-14
Aerial View
COA — 312 West MLK Dr. (Church Sidewalk & Overhang)






- ★ Site Location
- Subject Property
- Parcel
- City Limit



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Map Date: 4/21/2020

Local Id# / Image	Address	Current Name/ Historic Name	Current Function/ Historic Function	Stylistic Influence/ Historical Context	Construction Date	Existing Designation	Eligibility	Priority
R41614	306 W MLK DR SAN MARCOS		Domestic Domestic	No Style	1999	<input type="checkbox"/> NR <input type="checkbox"/> RTHL <input type="checkbox"/> OTHM <input type="checkbox"/> HTC <input type="checkbox"/> SAL <input type="checkbox"/> Local <input type="checkbox"/> In District <input type="checkbox"/> Contributing	Individually: No In District?: Yes Non-contributing	Low (not historic)
R27300	307 W MLK DR SAN MARCOS	Casa de Don Lorenzo Dunbar Local Historic District	Commerce/Trade Commerce/Trade	No Style	ca. 1960	<input type="checkbox"/> NR <input type="checkbox"/> RTHL <input type="checkbox"/> OTHM <input type="checkbox"/> HTC <input type="checkbox"/> SAL <input checked="" type="checkbox"/> Local <input type="checkbox"/> In District <input type="checkbox"/> Contributing	Individually: No In District?: Yes Non-contributing	Low
R60396	307 W MLK DR SAN MARCOS		Vacant parcel (parking lot) Undetermined Dunbar Local Historic District	No Style	N/A	<input type="checkbox"/> NR <input type="checkbox"/> RTHL <input type="checkbox"/> OTHM <input type="checkbox"/> HTC <input type="checkbox"/> SAL <input checked="" type="checkbox"/> Local <input type="checkbox"/> In District <input type="checkbox"/> Contributing	Individually: No In District?: Yes Non-contributing	Low (vacant)
R41612	312 W MLK DR SAN MARCOS	Austin Powerhouse Church Dunbar Local Historic District	Religious Religious	No Style	ca. 1975	<input type="checkbox"/> NR <input type="checkbox"/> RTHL <input type="checkbox"/> OTHM <input type="checkbox"/> HTC <input type="checkbox"/> SAL <input type="checkbox"/> Local <input type="checkbox"/> In District <input type="checkbox"/> Contributing	Individually: No In District?: Yes Non-contributing	Low
R27298	315 W MLK DR SAN MARCOS		Domestic Domestic Dunbar Local Historic District	No Style	ca. 1910	<input type="checkbox"/> NR <input type="checkbox"/> RTHL <input type="checkbox"/> OTHM <input type="checkbox"/> HTC <input type="checkbox"/> SAL <input checked="" type="checkbox"/> Local <input type="checkbox"/> In District <input type="checkbox"/> Contributing	Individually: No In District?: Yes Non-contributing	Low

Additional Project Details to Accompany Application

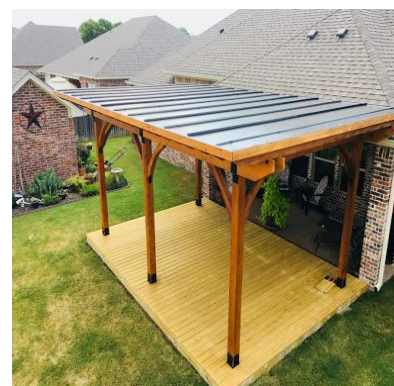
Submitted by: Paul Records (Pastor)

San Marcos Historic Preservation Commission,

As a new and growing church on a mission to support families, engage in social projects, and provide resources to those in need we were happy to acquire the space at 312 W Martin Luther King through a commercial lease. Its central location in the heart of San Marcos will allow us to better minister to our families and community members.

Our goal in this building project is to lay a sidewalk down the left side of the building to an existing door and cover the sidewalk with an open overhang.

The following photos have inspired our vision for the project.



Our objective is to provide an additional entrance and exit into the main room which is ADA accessible and suitable for the elderly and those with small children. The purpose of the overhang is to protect our visitors and church members from the weather.

Currently, there is an existing overhang wrapped around the building and we are going to add an extra 3-feet to extend over the sidewalk.

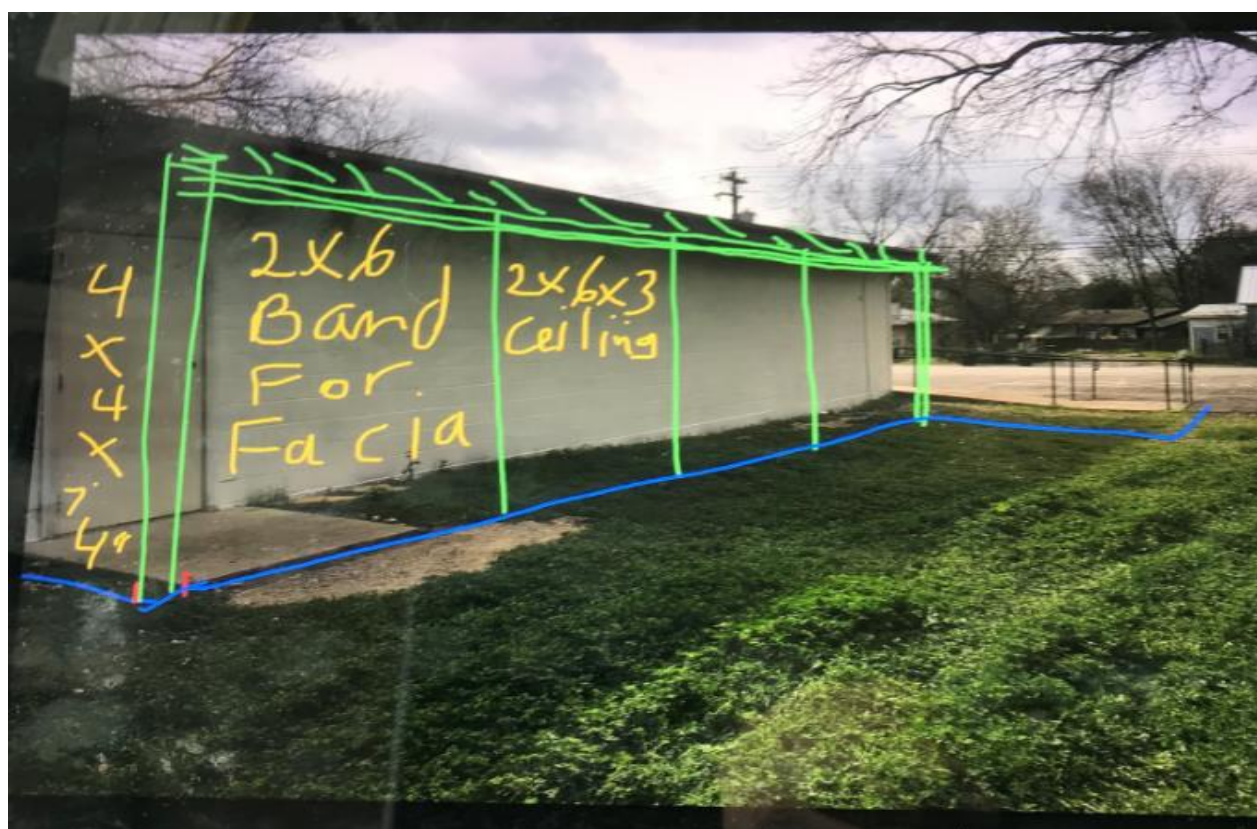


Materials Used

Our contractor, Valenzuela Construction, LLC, will install 4x4x7.4 posts and divide equally with 4x4 brackets with concrete screws and wood screws for the post. He will install yellow pine 2x6x12 from 4x4 to 4x4 for the band and fascia using 3" galvanized nails. He will install 2x6x3 with joist hangers using 3" galvanized nails and tack nails for the hangers. He will install 2x4x12 on top of the 2x6 roof with 3" galvanized nails.

The frame of the overhang will be covered by 3'W x 3.5'L charcoal black sheet metal.

The concrete slab will extend 6 feet from the building and run from the front of building to the existing door. Please see contractor's rough sketch below.



Thank you for reviewing our application. We look forward to hearing from you soon.

Best,
Paul Records
Pastor, Victory Chapel
Paulrecords30@gmail.com

CERTIFICATE OF APPROPRIATENESS APPLICATION FORM

Updated: October, 2019



CONTACT INFORMATION

Applicant's Name	Paul Records	Property Owner	Teresa Ann Gulick-Cooper
Company	Victory Chapel	Company	312 West MLK, LLC
Applicant's Mailing Address	PO Box 530, San Marcos, TX, 78667	Owner's Mailing Address	2706 Hunter Road, San Marcos, TX, 78666
Applicant's Phone #	337-371-0392	Owner's Phone #	512-400-2014
Applicant's Email	paulrecords30@gmail.com	Owner's Email	info@3zmanagement.com

PROPERTY INFORMATION

Address of Proposed Work: 312 W Martin Luther King Dr, San Marcos, TX, 78666

Historic District: Original Town of San Marcos Tax ID #: R

Legal Description: Lot 8 & 9 Block 19 Subdivision GEO# 90206958

Historical Designation(s) of Property, if applicable: ☐ National ☐ Registered Texas Historic Landmark

DESCRIPTION OF PROPOSED WORK

Please use this space to summarize the proposed work (*Please be specific. Use additional pages if necessary.*)

Please see attached pages for project summary and details.

AUTHORIZATION

I certify that the information on this application is complete and accurate. I understand the fees and the process for this application. I understand my responsibility, as the applicant, to be present at meetings regarding this request.

Filing Fee \$0

Technology Fee \$13

TOTAL COST \$13

Submittal of this digital Application shall constitute as acknowledgement and authorization to process this request.

APPLY ONLINE – WWW.MYGOVERNMENTONLINE.ORG/

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I have read the above statements and agree to the required public notification, as required, based on the attached application. The City's Planning and Development Services Department staff has my permission to place signs, as required, on the property and I will notify City staff if the sign(s) is/are damaged, moved or removed. I understand the process of notification and public hearing and hereby submit the attached application for review by the City.

Signature: 

Date: 4/20/2020

Print Name: Paul Records

Form Updated October, 2019

PROPERTY OWNER AUTHORIZATION

I, Teresa Ann Gulick-Cooper (owner name) on behalf of
312 WEST MLK, LLC (company, if applicable) acknowledge that I/we
am/are the rightful owner of the property located at
312 W Martin Luther King Dr, San Marcos, TX, 78666 (address).

I hereby authorize Paul Records (agent name) on behalf of
Victory Chapel (agent company) to file this application for
Certificate of Appropriateness (application type), and, if necessary, to work with
the Responsible Official / Department on my behalf throughout the process.

Signature of Owner: *Teresa Cooper* Date: 4/20/2020

Printed Name, Title: Teresa Ann Gulick-Cooper, Managing Partner

Signature of Agent: *P.R. Records* Date: 4/20/2020

Printed Name, Title: Paul Records, Pastor

Form Updated October, 2019



CHECKLIST FOR CERTIFICATE OF APPROPRIATENESS APPLICATION

The following items are requested for consideration of this application. These and additional items may be required at the request of the Department		Comments
<input type="checkbox"/>	Pre-development meeting with staff is recommended • Please visit http://sanmarcostx.gov/1123/Pre-Development-Meetings to schedule	Discussed via email
<input type="checkbox"/>	Completed Application for Certificate of Appropriateness	Completed
<input type="checkbox"/>	Detailed description of all proposed activities to be undertaken in the historic district or at the historic landmark	Please see attached files
<input type="checkbox"/>	Photograph(s) of the property and area of alteration	Please see attached files
<input type="checkbox"/>	Scaled drawing illustrating all proposed activities, including: • Building Elevations showing the proposed change • Exterior Building Material Description (consider providing a sample or photograph) • Site Plan	Please see attached files
<input type="checkbox"/>	Notification Authorization	
<input type="checkbox"/>	Authorization to represent the property owner, if the applicant is not the owner	Permission granted to tenant by owner
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- (1) Consideration of the effect of the activity on historical, architectural or cultural character of the Historic District or Historic Landmark;
- (2) For Historic Districts, compliance with the Historic District regulations;
- (3) Whether the property owner would suffer extreme hardship, not including loss of profit, unless the certificate of appropriateness is issued;
- (4) The construction and repair standards and guidelines cited in Section 4.5.2.1

Section 4.5.2.1 Historic Districts**I. Construction and Repair Standards.**

- (1) New construction and existing buildings and structures and appurtenances thereof within local Historic Districts that are moved, reconstructed, materially altered or repaired shall be visually compatible with other buildings to which they are visually related generally in terms of the following factors; provided, however, these guidelines shall apply only to those exterior portions of buildings and sites visible from adjacent public streets:
 - a. **Height.** The height of a proposed building shall be visually compatible with adjacent buildings.
 - b. **Proportion of building's front facade.** The relationship of the width of a building to the height of the front elevation shall be visually compatible to the other buildings to which it is visually related.
 - c. **Proportion of openings within the facility.** The relationship of the width of the windows in a building shall be visually compatible with the other buildings to which it is visually related.
 - d. **Rhythm of solids to voids in front Facades.** The relationship of solids to voids in the front facade of a building shall be visually compatible with the other buildings to which it is visually related.
 - e. **Rhythm of spacing of Buildings on Streets.** The relationship of a building to the open space between it and adjoining buildings shall be visually compatible to the other buildings to which it is visually related.
 - f. **Rhythm of entrance and/or porch projection.** The relationship of entrances and porch projections to sidewalks of a building shall be visually compatible to the other buildings to which it is visually related.
 - g. **Relationship of materials, texture and color.** The relationship of the materials, and texture of the exterior of a building including its windows and doors, shall be visually compatible with the predominant materials used in the other buildings to which it is visually related.
 - h. **Roof shapes.** The roof shape of a building shall be visually compatible with the other buildings to which it is visually related.
 - i. **Walls of continuity.** Appurtenances of a building including walls, fences, and building facades shall, if necessary, form cohesive walls of enclosure along a street, to ensure visual compatibility of the building to the other buildings to which it is visually related.
 - j. **Scale of a building.** The size of a building, the mass of a building in relation to open spaces, the windows, door openings, porches and balconies shall be visually compatible with the other buildings to which it is visually related.
- (2) The Historic Preservation Commission may use as general guidelines, in addition to the specific guidelines contained this section, the Historic Design Guidelines located in Appendix C of the San Marcos Design Manual and the current Standards for Historic Preservation Projects issued by the United States Secretary of the Interior.

Standards for Rehabilitation

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.